

OFFICE USE ONLY: VACATION CHECK REPORT:  
OFFICE USE ONLY: VC NUMBER:



DATE TAKEN: Click here to enter a date.	DATE CANCELLED: Click here to enter a date.
TAKEN BY:	CANCELLED BY:
NAME:	PHONE:
ADDRESS:	CITY/STATE/ZIP:

LEAVING DATE: Click here to enter a date.	RETURN DATE: Click here to enter a date.
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KEY HOLDERS:

NAMES	PHONE NUMBERS

CARS ON PROPERTY:

YEAR	MAKE	COLOR	LOCATION ON PROPERTY	LICENSE PLATE NUMBER

WILL THERE BE PETS ON PREMISE? ☐ Y ☐ N TYPE: ☐ DOG ☐ CAT OTHER:

WILL PETS BE KEPT: ☐ INSIDE ☐ KENNEL ☐ GARAGE ☐ FENCED IN YARD

WILL PETS BE: ☐ LOOSE ☐ CHAINED OTHER ☐

PERSON(S) FEEDING PETS (NAME): \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
\_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

DO YOU PLAN ON LEAVING LIGHTS ON FOR SECURITY PURPOSES? ☐ YES ☐ NO

OUTSIDE: ☐ YES ☐ NO LOCATION:

INSIDE: ☐ YES ☐ NO LOCATION: ☐ LIVING ROOM ☐ KITCHEN ☐ BEDROOM ☐ FAMILY ROOM ☐ OTHER

ARE LIGHTS ON A TIMER? ☐ YES ☐ NO IF YES, LIST TIME LIGHTS WILL BE BURNING:

OTHER:

SECURITY SYSTEM: ☐ YES ☐ NO AUDIBLE: ☐ YES ☐ NO DIALER: ☐ YES ☐ NO

NAME OF COMPANY WHO MONITORS SYSTEM: ☐ PHONE NUMBER:

OTHERS WHO MAY BE ON PROPERTY: (REPAIR WORK, CONSTRUCTION, HOUSE CLEANING, MOWING, ETC)

NAME	PHONE

DESCRIPTION OF HOUSE:

ADDITIONAL INFORMATION THAT MIGHT BE HELPFUL TO OFFICERS CHECKING YOUR HOME

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**NOTE: PLEASE REMEMBER TO CALL (614) 342-4240 AND CANCEL YOUR HOUSE CHECK IMMEDIATELY UPON YOUR RETURN.  
CALL THE OFFICE IMMEDIATELY TO REPORT ANY CHANGES OR ADDITIONS TO THIS REPORT.**